

## Project Web App > Timesheet

Record time in your timesheet. Submit line status as required and at the end of the time period post your timesheet for approval.

**Status:** Period Closed (Final), **Total:** 37.5h, **Period:** 12/12/2020 12:00 AM - 18/12/2020 11:59 PM

## My Timesheet

Task Name/Description	Project Name	Time Type	Sat 12/12	Sun 13/12	Mon 14/12	Tue 15/12	Wed 16/12	Thu 17/12	Fri 18/12
SM - Change Management	TS209434 - Servi	Actual							
SM - Disaster Recovery	TS209434 - Servi	Actual							
SM - Incident Management	TS209434 - Servi	Actual			0.5h	2.5h	3h	2h	2h
SM - Problem Management	TS209434 - Servi	Actual							
SM - Service Request Fulfillment	TS209434 - Servi	Actual			2h	1h	1h	1h	1h
SM - System Admin	TS209434 - Servi	Actual							
SM - Tool Maintenance	TS209434 - Servi	Actual			5h	4h	3.5h	4.5h	4.5h
Community Volunteer Day GA018000.042	Administrative	Actual							
Covid - 19 Tracking GA018000.043	Administrative	Actual							
Education & Training GA018000.005	Administrative	Actual							
General Admin GA018000.001	Administrative	Actual							
Non-Tech BAU GA018000.038	Administrative	Actual							
Part Time / Contractor Off Hours GA01800	Administrative	Actual							
Sick Time GA018000.002	Administrative	Actual							
Statutory Holiday GA018000.009	Administrative	Actual							
Technology Consult with Leader GA018014	Administrative	Actual							
Technology Team Meeting GA018014.002	Administrative	Actual							
Vacation GA018000.011	Administrative	Actual							
	Total work	Actual			7.5h	7.5h	7.5h	7.5h	7.5h